

# **Montana Corporation License Tax Payment Instructions**

e-Pay

#### Available at revenue.mt.gov under Online Services

## **Taxpayer Access Point (TAP)**

You can use TAP to:

- make payments with e-checks or credit/debit card
- view and print prior year returns
- view two years of history
- manage all tax accounts in one place

## **ACH Credit**

You can use your online banking service to send payments.

- submit a one-time registration to the Department of Revenue
- · begin sending payments

### **Business Tax Express (BTE)**

- submit payments with e-checks or credit/debit card
- view two years of payment history

# Pay by check

#### **Voucher Instructions**

Enter your full name, mailing address and phone number.

#### 1 through 4. Payment Type

Print an "X" in one of the four boxes to indicate the type of payment you are sending.

#### 5. Period Ending Date

Enter the last day of the applicable tax year to which the payment applies.

#### 6. Federal Employer Identification Number (FEIN)

It is important to enter your entire FEIN.

#### 7. Amount Paid

Enter the payment amount rounded to the nearest dollar.

Do not include dollar signs, commas or decimals.

We have populated the cents for you.

#### **Check Instructions**

Make your check payable to Montana Department of Revenue.

Write your FEIN and the tax year to which the payment applies on the memo line of your check.

Do not staple or tape the voucher and check together.

If you are paying taxes for multiple years, please provide a voucher for each tax year and indicate the amount you wish to be applied to that year.

# Mail this voucher with your payment and tax return (if applicable) to:

MT Department of Revenue PO Box 8021 Helena, MT 59604-8021

If you have questions, please call us toll free at (866) 859-2254 (in Helena, 444-6900). We are available Monday through Friday, 8 a.m. to 5 p.m.

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| Form-CT<br>Rev 07 13 | Montana Corporation License<br>Tax Payment Voucher                  | Please use this voucher to ensure proper credit of your payment. Also, write your federal employer identification number and tax year on your check. |
|----------------------|---|--|
| 1. Current Yea       | r Name<br>Mailing Address<br>City, State, Zip                       |  |
| 2. Estimated         | Phone Number  | riod Ending Date   |
| 3. Tentative         | *13AJ0101* 6. FE  | IN .   |
|                      | Department of Revenue<br>PO Box 8021 7. Am<br>Helena. MT 59604-8021 | nount Paid 0 0   |